

 City of Mount Gambier	<b>S135 STREETS - NAMING OF</b>	Version No:	3
		Issued:	January 2019
		Next Review:	January, 2020

## 1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for the naming of streets within the Council area.

The Local Government Act enables the delegation by Council of the authority to assign road names to the Council Administration, for example to the Chief Executive Officer.

Council has the power under section 219 of the *Local Government Act 1999* (the LG Act) to assign a name to, or change the name of:

- a public road;
- a private road; and
- a public place.

Council *must* assign a name to each public road created by land division.

It is Council's policy that all sealed public roads and all formed public roads within the Council area that are regularly accessed will be assigned a name.

All formed private roads that are accessible to the public (with the exception below) will also be assigned a name. This includes roads within complexes such as universities, hospitals, retirement villages, and roads in forests or parks etc. Private roads with five or less property addresses do not need to be named. In these cases address numbers will be assigned off the road that the private road exits on to.

All roads that can be used as part of an address for an address site will be assigned a name.

*Note: The naming of State roads is the responsibility of DPTI.*

Road name signs that identify each public road will, as far as practicable, be placed at every road intersection and will clearly indicate the road to which it applies.

## 2. INITIATING THE ROAD NAMING PROCESS

- (a) A road naming process may be initiated if:
- (i) a request is received by Council from an affected land owner or their agent;
  - (ii) Council resolves that a name change be investigated;
  - (iii) Council employees determine it is in the public interest to investigate a change in road name;
  - (iv) Council opens or forms a road; or
  - (v) Council receives an application for a land division.

## 3. ROAD NAMES

In the naming and renaming of public roads the following principles will be observed.

 City of Mount Gambier	<b>S135 STREETS - NAMING OF</b>	Version No:	3
		Issued:	January 2019
		Next Review:	January, 2020

(a) Uniqueness

- (i) A road will have only one name.
- (ii) A road name will be unique within the Council area. Duplicate road names within the Council area will be resolved in order to avoid confusion (e.g. emergency services response).
- (iii) Roads that are maintained by the Department for Planning, Transport and Infrastructure (DPTI) will be named by DPTI. Council will consult with DPTI in relation to naming these roads.
- (iv) Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) will be avoided where possible.
- (v) If possible, duplication of names in proximity to the adjacent Council area will also be avoided. However, roads crossing Council boundaries should have a single and unique name.
- (vi) Wherever practicable, road names will be continuous from the logical start of the road to the logical end of the road, irrespective of Council boundaries, landforms and intersecting roads.

(b) Name Sources

- (i) Where appropriate, proposed names for existing or new roads should have some historical significance to the actual parcel of land. Similarly any name associated with the overall land division (i.e. estate name, etc.) should also have some historical significance to the actual parcel of land.
- (ii) Should names with historical reference to the parcel of land not be available, names with historical significance to Mount Gambier and the region would be appropriate.
- (iii) Alternatives to historical names will be considered if an appropriate theme and associated names are developed for the subdivision and/or the surrounding locality.
- (iv) Sources for road names may also include:
  - Aboriginal names taken from the local Aboriginal language (and only with approval of the Aboriginal community);
  - early explorers, pioneers, and settlers;
  - eminent persons;
  - local history;
  - thematic names such as flora, fauna, ships etc;
  - war/casualty lists;
  - commemorative names;
  - migrants
- (v) Names will be selected so as to be appropriate to the physical, historical or cultural character of the area concerned.
- (vi) The origin of each name will be clearly stated and recorded as part of the Council's historical records.
- (vii) The local Aboriginal community will be consulted when choosing Aboriginal names or using words from relevant Aboriginal languages.
- (viii) Council's *Suggested Historical Street Names prominent people* and *Suggested Historical Street Names Mayors and Aldermen* lists are to be referred to during the selection of street names.

 City of Mount Gambier	<b>S135 STREETS - NAMING OF</b>	Version No:	3
		Issued:	January 2019
		Next Review:	January, 2020

(c) Propriety

- (i) Names should generally not reflect the current owner and/or developer of the subdivision, or any composite names associated with the current owner and/or developer.
- (ii) In all cases, where a parcel of land is to be named after an individual and/or family, the individual and/or the family must have made an extraordinary contribution to the Council area in some clearly identified manner.
- (iii) Names of living persons will be avoided.
- (iv) Names, which are characterised as follows, will not be used.
  - Offensive or likely to give offence;
  - Incongruous - out of place; or
  - Commercial or company.

(d) Communication

- (i) Names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public.
- (ii) Street names should generally be single word only and be 'plain' English in terms of spelling and pronunciation to avoid any confusion, particularly in times of emergencies.
- (iii) Unduly long names and names composed of two or more words should be avoided:
  - a given name will only be included with a family name where it is essential to identify an individual or where it is necessary to avoid ambiguity. The use of given names will generally be avoided;
  - whilst street and cul-de-sac names should have only one word, it is recognised that some roads require a two word name because of their geographic relationship e.g. Proof Range Road;
  - roads with double destination names will be avoided.

(e) Spelling

- (i) Where it is intended that a road have the same name as a place or feature with an approved geographical name, particular care will be taken to ensure that the correct spelling of the official place name is adopted as shown in the State Gazette.
- (ii) Where the spelling of names has been changed by long established local usage, unless there is a particular request by the local community to retain the original name, the spelling that is sanctioned by general usage will be adopted.
- (iii) Generally road names proposed or approved will not contain abbreviations e.g. the "Creek" in "Wallaby Creek Road" must not be abbreviated.

(f) Form

- (i) The apostrophe mark ' will be omitted in the possessive case e.g. "Smith's Road" will be "Smiths Road".
- (ii) Names will avoid the use of the possessive "s" unless the euphony becomes harsh e.g. "Devil Elbow".
- (iii) The use of hyphens will be avoided. However, hyphens may be used when naming a road after a person with a hyphenated name.

 City of Mount Gambier	<b>S135 STREETS - NAMING OF</b>	Version No:	3
		Issued:	January 2019
		Next Review:	January, 2020

(g) Road Type

- (i) Road names will include an appropriate road type suffix conforming with the following guidelines:
- The suffix chosen will be compatible with the class and type of road. Assistance to both the motorists and pedestrians is a major consideration in choosing the suffix.
  - When a suffix with a geometric or geographic connotation is chosen it will generally reflect the form of the road, e.g.
    - Crescent - a crescent or half moon, rejoining the road from which it starts;
    - Esplanade - open, level and often along the seaside or a river.
    - For a cul-de-sac use Place, Close, Court or a suffix of similar connotation.
    - Highway (HWY) will be specifically reserved for roads associated with the state arterial road network. Its use will be restricted to roads of strategic importance constructed to a high standard.
- (ii) The following list of suitable road type suffixes is included as examples. [The list has been sourced from Australian Standards AS 1742.5 - 1997 and AS 4212 – 1994. An expanded road type list and acceptable abbreviations can be sourced from AS 4590:2006. In most instances the connotations are clear but where necessary a definition can be checked in a dictionary.]

Only road types shown in the standards documents will be used.

Alley	Avenue	Boulevard	Bypass
Circle	Circuit	Circus	Close
Court	Crescent	Drive	Arcade
Grove	Lane	Mews	Parade
Parkway	Place	Plaza	Promenade
Road	Row	Square	Street
Terrace	Walk	Way	

(h) No Prefix or Additional Suffix

- (i) The use of a compass point prefix/suffix or an additional suffix such as “north” or “extension” will be avoided, particularly where new roads are to be named.
- (ii) Where an existing road is subsequently bisected as a result of traffic management planning or some other reason, it may be appropriate to delineate each half of the road by the addition of a compass point suffix for the purposes of assisting the community and the emergency services to locate the appropriate part of the road.

(i) Disputes

- (i) In an instance when Council Officers and a proposer of a street name cannot agree on an appropriate name for a street, the matter be referred to Council for determination.

 City of Mount Gambier	<b>S135 STREETS - NAMING OF</b>	Version No:	3
		Issued:	January 2019
		Next Review:	January, 2020

#### 4. NAMING OF PRIVATE ROADS

This policy covers all formed roads that are regularly accessed and therefore includes private roads.

- (a) Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name.
- (b) Where Council proposes to assign a name to a private road it will consult with the owner of the land over the proposed name and the signage requirements for the road.
- (c) Signage of private roads are to be purchased and erected at the owners/developers costs but under the direction of Council.

#### 5. CONSULTATION WITH ADJOINING COUNCILS

- (a) If Council decides to change the name of a public road that runs into the area of the District Council of Grant, the Council will give the District Council of Grant at least two months notice of the proposed change.
- (b) Council will consider any representations made by the District Council of Grant in response to the notice. [Section.219(2) of the Local Government Act 1999]

#### 6. PUBLIC NOTICE OF NAME ASSIGNMENT OR CHANGE

- (a) Council will give public notice of the assigning or changing of a road name. This will be by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, as required under the Local Government Act.
- (b) Public notice will include the date that the new name takes effect (see below) and notice will also be published on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au).

#### 7. ADVISE RELEVANT PARTIES OF NEW NAME OR NAME CHANGE

Council will provide written notice (e.g. by e-mail) of Council's decision on a new road name or name change to all relevant parties, including:

- Registrar-General;
- Surveyor-General; and
- Valuer-General [Section.219(3)(a) of the Local Government Act 1999]
- the owner of the road (if a private road);
- owners of abutting properties;
- Australia Post;
- Telstra;
- SA Water;

 City of Mount Gambier	<b>S135 STREETS - NAMING OF</b>	Version No:	3
		Issued:	January 2019
		Next Review:	January, 2020

- SA Power Networks;
- SA Police;
- SA Ambulance Service; and
- SA Metropolitan Fire Service and/or Country Fire Service.

## 8. DATE OF EFFECT FOR NEW NAMES OR NAME CHANGES

- The date of effect of the new or changed road name will be determined at the time the decision to assign the name so as to allow sufficient time for all stakeholders to make arrangements to ensure a smooth transition.
- The date of effect will be determined after considering:
  - In respect of renaming an existing road, the impact on existing property owners, residents, tenants and occupiers. For example the time required to advise relevant parties to change letterhead stationary and advertising references;
  - Potential confusion for people using maps and street directories that effectively become out of date; and
  - The desire of some developers to sell property 'off the plan' and the opportunity for new owners to know their future address at an early stage.
- Council will update the Register of Public Roads as required by Section 231 of the Local Government Act.

## 9. ROAD NAME SIGNAGE

- Council will ensure road naming signage in accordance with the relevant Australian Standard (AS 1742.5 – 1997) is erected.
- Signage may be erected during construction of a sub-division.
- Signage of roads created as part of a sub-division are to be purchased and erected at the owners/developers costs but under the direction of Council.

*NOTE: Signage for State road names is the responsibility of DPTI*

## 10. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au). Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

 City of Mount Gambier	<b>S135 STREETS - NAMING OF</b>	Version No:	3
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File Reference:	AF11/1746
Applicable Legislation:	Local Government Act 1999
Reference: Strategic Plan – Beyond 2015	Goal - Governance, Strategic Objective 5
Related Policies:	L130 Land Divisions
Related Procedures:	
Related Documents:	AR14/25619 Suggested Historical Street Names prominent people (compiled 1995) AR14/25616 Suggested Historical Street Names Mayors and Aldermen 1919-1930 AR19/43107 Prominent Women of Mount Gambier AR19/43109 Migrants of Mount Gambier Relevant Australian Standards

## DOCUMENT DETAILS

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